

# **BETLEY, BALTERLEY & WRINEHILL PARISH COUNCIL**

## **CODE OF CONDUCT FOR MEMBERS JULY 2012**

### **1. Application**

This Code of Conduct applies whenever members are acting in their capacity as a Member of the Council, including:

- At formal meetings of the Council, its committees and sub-committees or other bodies established by the Council;
- When acting as a representative of the Council;
- In taking any decision or discharging any function as a Councillor;
- At briefing meetings with officers or at site visits;
- When corresponding with the Authority other than in a private capacity.

### **2. General Conduct**

You must:

- 2.1 Provide leadership to the Authority and communities within its area, by personal example;
- 2.2 Respect others and not bully any person;
- 2.3 Recognise that officers are employed by and serve the whole Authority;
- 2.4 Respect the confidentiality of information which you receive as a Member by:
  - 2.4.1 not disclosing confidential information to third parties unless required by law to do so or where there is a clear and overriding public interest in doing so;
  - 2.4.2 not obstructing third parties' legal rights of access to information;
- 2.5 Not conduct yourself in a manner which is likely to bring the Authority into disrepute;
- 2.6 Use your position as a Member in the public interest and not for personal advantage;
- 2.7 Accord with the Authority's reasonable rules on the use of public resources for private and political purposes;
- 2.8 Exercise your own independent judgement, taking decisions for good and substantial reasons by:
  - 2.8.1 attaching appropriate weight to all relevant considerations

including, where appropriate, public opinion and the views of political groups;

2.8.2 paying due regard to the advice of officers;

2.8.3 stating the reasons for your decisions where those reasons are not otherwise apparent.

2.9 Account for your actions;

2.10 Ensure that the Authority acts within the law.

### **3. Disclosable Pecuniary Interests**

You must:

3.1 Comply with the statutory requirements in order to register, disclose and withdraw from participating in respect of any matter in which you have a Disclosable Pecuniary Interest (DPI);

3.2 Ensure that your Register of Interests is kept up to date and notify the relevant officer in writing within 28 days of becoming aware of any change in respect of your DPIs;

3.3 Make verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.

3.4 'Meeting' means any meeting organised by or on behalf of the Authority, including:

3.4.1 any meeting of the Council, or a committee or sub-committee of the Council;

3.4.2 in taking a decision as a member of the Council;

3.4.3 at any briefing by officers; and

3.4.4 at any site visit to do with business of the Authority.

### **4. Other Interests**

4.1 In addition to the requirements of paragraph 3, if you attend a meeting at which any item of business is to be considered and you are aware that you have a 'non-disclosable pecuniary interest' or 'non-pecuniary interest' in that item, you must make a verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent.

4.2 You have a 'non-disclosable pecuniary interest' or 'non-pecuniary interest' in an item of business of your authority where:

4.2.1 a decision in relation to that business might reasonably be

regarded as affecting the wellbeing or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the electoral area for which you have been elected, or otherwise of the Authority's administrative area; or

4.2.2 it relates to or is likely to affect your Declarable Pecuniary Interests, but in respect of a member of your family (other than a 'relevant person') or a person with whom you have a close association;

and that interest is not a Disclosable Pecuniary Interest.

## **5. Gifts and Hospitality**

5.1 You must, within 28 days of receipt, notify the appropriate officer in writing of any gift, benefit or hospitality with a value in excess of £100 which you have accepted as a Member from any person or body other than the Authority.

5.2 The appropriate officer will place your notification on a public register of gifts and hospitality.

5.3 This duty to notify the appropriate officer does not apply where the gift, benefit or hospitality comes within any description approved by the authority for this purpose.

## **Definitions**

**The Act** means the Localism Act 2011.

**Member** includes a co-opted member.

**Relevant person** means the member or any other person referred to in Section 30(3)(b) of the Act i.e. a spouse or civil partner, or a person with whom the member is living as a spouse or civil partner, and where the member is aware of the interest of the relevant person.

Gwyn Griffiths  
Clerk